



VACANCY NOTICE

TSURO Trust (Towards Sustainable Use of Resources Organization), an equal employment opportunity organization, invites applications from suitably qualified and experienced candidates to fill the following positions under the project:

“Young People in Climate Change: Building Resilience through Youth Employment and SRHR Initiatives in Manicaland, Zimbabwe.”

The project is implemented in Mutare and Mutasa Districts and focuses on climate-resilient livelihoods, youth economic empowerment, and improved access to inclusive, gender-responsive Sexual and Reproductive Health and Rights (SRHR) services for adolescents and young people aged 10–24 years, with particular emphasis on young women.

ABOUT TSURO TRUST

TSURO Trust (Towards Sustainable Use of Resources Organization) is a community-rooted, non-profit development organization established in 2000, originating from neighborhood initiatives that have worked together since 2000 in Manicaland Province, Zimbabwe. TSURO Trust complements government efforts by empowering rural and peri-urban communities to improve their livelihoods, resilience, and well-being through participatory and inclusive community development approaches. The organization implements integrated Programmes in Sustainable Agriculture and Natural Resource Management (SANRM), Public Environmental Health (PEH), Economic Strengthening (ES), and Knowledge Management, with strong emphasis on climate resilience, gender equality, disability inclusion, safeguarding, and youth participation. TSURO currently works in Chimanimani, Mutare, Mutasa, Buhera, and Chipinge Districts, in collaboration with communities, traditional leaders, government line ministries, and development partners.

1. PROJECT OFFICER

Duty Stations: Mutare & Mutasa Districts

Reports to: Project Manager

Job Summary

The Project Officer shall be responsible for supporting the effective implementation of project activities aimed at strengthening climate-resilient livelihoods, youth empowerment, and SRHR outcomes among adolescents and young people (10–24 years).

The role focuses on empowering youth—particularly young women with skills, knowledge, and opportunities to pursue vocational training, sustainable income-generating activities, and climate adaptation practices, while contributing to environmentally conscious and resilient communities.

The Project Officer will work closely with community structures, government line ministries, and project partners to ensure timely, inclusive, and high-quality delivery of project interventions in Mutare and Mutasa Districts.

Key Responsibilities

- Coordinate and support implementation of project activities related to youth livelihoods, SRHR, and climate resilience.
- Facilitate community mobilization, trainings, dialogues, and youth-focused initiatives.
- Support vocational training, youth enterprise development, and climate-smart livelihood activities.
- Strengthen collaboration with government departments, traditional leadership, and community structures.
- Ensure gender, disability, safeguarding, and youth participation principles are integrated across activities.
- Contribute to activity reporting, documentation of results, and learning processes.

Qualifications and Experience

- Degree in Social Sciences, e.g., Development Studies, Community Development, Disaster Risk Management, Livelihoods, Agricultural Economics, or a related field.
- A relevant Master's Degree is an added advantage.
- Minimum of 3 years' experience working with communities, preferably in youth, livelihoods, or climate-related projects.
- Class 3/4 Driver's Licence (mandatory)
- **Competence in motorcycle riding is a must.**
- Strong facilitation, communication, and community engagement skills.
- Ability to work independently in rural settings.
- Fluency in the Shona and English languages

2. ACCOUNTANT

Reports to: Finance Manager

Duty Station: Chimanimani (with field support as required)

Key Responsibilities

- Process invoices, payments, and receipts in line with organizational procedures.
- Maintain accurate financial records and update accounting systems regularly.
- Assist in the preparation of monthly, quarterly, and annual financial reports.
- Support budgeting, forecasting, and financial planning for project activities.
- Track financial performance and flag variances or cost-saving opportunities.
- Ensure compliance with accounting standards, tax regulations, donor, and organizational policies.
- Reconcile bank statements and project accounts.
- Provide administrative and financial support to the Finance team as required.

Qualifications and Experience

- Degree in Accounting, Finance, or a related field.
 - Professional accounting certification (CA, ACCA, CPA) is an added advantage.
 - Minimum of 3 years' experience in a similar role, preferably within NGOs or donor-funded projects.
 - Proficiency in accounting software and statutory compliance.
 - Strong attention to detail, integrity, and organizational skills.
 - Ability to work independently and as part of a team.
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3. MONITORING AND EVALUATION (M&E) OFFICER

Duty Station: Chimanimani

Reports to: Project Manager (technical reporting to Knowledge Management Manager)

Job Summary

The M&E Officer will be responsible for designing, implementing, and managing a robust Monitoring, Evaluation, Accountability, and Learning (MEAL) system for the project. The role ensures evidence-based tracking of progress, learning, and accountability in line with BMZ/Bengo donor standards, while supporting adaptive project management.

Key Responsibilities

- Implement the project M&E framework, logframe, indicators, and results matrix.
- Coordinate baseline, midline, and endline studies and support external evaluations.
- Collect, analyze, and manage high-quality quantitative and qualitative data, disaggregated by sex, age, and disability.
- Conduct routine field monitoring and verification of project activities and outputs.
- Produce timely M&E reports and contribute to donor narrative reports.
- Support community feedback and complaints mechanisms, ensuring youth- and disability-inclusive approaches.
- Facilitate learning, reflection sessions, and documentation of best practices and lessons learned.

- Build M&E capacity of project staff and community-level actors.

Qualifications and Experience

- Degree in Monitoring & Evaluation, Development Studies, Statistics, Social Sciences, Public Health, or a related field.
 - Postgraduate qualification in M&E or Project Management is an added advantage.
 - Minimum of 3–5 years' experience in M&E for donor-funded development projects.
 - Experience in youth programming, SRHR, livelihoods, or climate resilience is a strong advantage.
 - Strong data analysis, reporting, and digital data collection skills.
 - High ethical standards, commitment to safeguarding, gender equality, and accountability.
 - Ability to ride a motorbike is an added advantage
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HOW TO APPLY

Interested candidates should submit:

-ONE FILE/a CONTINUOUS DOCUMENT with Cover letter, Resume/CV, ID documents, qualification Certificates, and at most 3 reference letters addressed to the **Executive Director, TSURO Trust, Stand 212 Ngangu T/ship, Chimanmani**

Applications should be sent to: recruitment@tsurotrust.org, **no later than 5 January 2026**

If we fail to contact you by 9 January 2025, please note that you were not shortlisted.

Please note the following shall amount to automatic disqualification:

1. Canvassing
2. Submitting multiple files